

Affirmative Action & Equal Employment Opportunity Statement for Innovaito LLC

Innovaito LLC reaffirms its commitment to equitable practices under Ohio Revised Code Chapter 4112 and Ohio Administrative Code 123:2-3. This statement applies to all employment decisions, subcontractor relationships, and business operations within Ohio.

Equal Employment Opportunity Policy

Innovaito LLC prohibits discrimination based on **race, color, religion, sex, military status, national origin, disability, age (40+), ancestry, or genetic information** in:

- Recruitment, hiring, and promotion practices[1115](#)
- Compensation, benefits, and training opportunities
- Contractual agreements with vendors and subcontractors

We adhere to Ohio's employment standards for businesses with four or more employees under ORC §4112.01(B)[17](#), incorporating federal EEOC guidelines and Ohio Civil Rights Commission (OCRC) directives[512](#).

Affirmative Action Commitments

Workforce Development

While currently exempt from formal workforce analysis as a single-member LLC[14](#), Innovaito LLC pledges to:

1. **Recruit diversely:** Partner with OhioMeansJobs and minority-focused platforms (e.g., OhioMBE Connect) for future hiring[19](#).
2. **Ensure accessibility:** Provide reasonable accommodations per ORC §4112.02(H) for employees with disabilities[6](#).
3. **Prevent harassment:** Implement anti-retaliation protocols aligned with OAC 123:2-3-03(D)[2](#).

Supplier Diversity

For state contracts exceeding \$50,000[916](#):

- Prioritize Ohio-certified Minority Business Enterprises (MBEs) and Women-Owned Enterprises (WBEs)[18](#)
 - Document outreach to diverse subcontractors using the Ohio Business Gateway portal[110](#)
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Reporting Procedures

Internal Process

EEO Officer: Dr. Dipanjan “DJ” Nag, Owner

Contact: dnag@innovaito.com

Employees and contractors may report concerns directly to the EEO Officer. All complaints will be investigated within 14 business days[13](#).

External Options

Individuals may file complaints with:

- **Ohio Civil Rights Commission** within 6 months of alleged violation[5](#)
- **EEOC** within 300 days under federal coordination agreements[6](#)

Retaliation against reporters is strictly prohibited under ORC §4112.02(J)[11](#).

Compliance Measures

Mandatory Postings

The following notices will be displayed on office bulletin boards and at [Company Website URL]/compliance:

1. **“Your Rights Under Ohio Civil Rights Law”** (OCRC Form 11.1)
2. **“Equal Employment Opportunity Is the Law”** (EEOC Poster)
3. **“Ohio Supplier Diversity Program Requirements”**[916](#)

Recordkeeping

- Retention of recruitment/advertising records for 3 years[14](#)
 - Annual review of subcontractor utilization reports[3](#)
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Effective Date: [Insert Date]

Review Schedule: Annual assessment every [Insert Month]

This statement complies with ORC §4112.07 posting requirements and OAC 123:2-3-04's affirmative action program standards [1219](#).

“Innovaito LLC is an Equal Opportunity Employer. We participate in Ohio’s Minority Business Enterprise Program.”

Posted By: Dr. Dipanjan Nag, Innovaito LLC

Verification: Available upon request via Ohio Business Gateway AAPV Portal [110](#)